



**DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380-0001**

MCO 7220.39C
FD-MCFC-DAPS-2
11 Feb 91

MARINE CORPS ORDER 7220.39C

From: Commandant of the Marine Corps
To: Distribution List

Subj: STANDARD/FLAT RATE PER DIEM ALLOWANCES

Ref: (a) Joint Federal Travel Regulations (JFTR), Vol I
(b) MCO P4650.37C, MCTIM, chapter 20
(c) MCO P1080.35G, PRIM
(d) MCO P7220.31H, APSM
(e) MCO P3000.15A, Manpower UDP SOP

1. Purpose. To publish policy governing the determination and use of standard/flat rate per diem allowances, hereafter referred to as deployed per diem.

2. Cancellation. MCO 7220.39B.

3. Background. Paragraph U4105 of reference (a) authorizes the use of standard/flat rate per diem allowances at the discretion of the individual Service Secretaries. The authority to determine rates and the mechanics of their use has been delegated to the Commandant of the Marine Corps by the Secretary of the Navy.

4. Scope. This Order applies to all travel in conjunction with the rotation of units to WestPac under the Unit Deployment Program (UDP), except for:

a. Members performing concurrent TAD away from the deployed unit.

b. Advance/rear parties.

5. Policy. Deployed per diem allowances will be used to reduce the administrative workload in FMF personnel and disbursing offices supporting the UDP. Use of these rates will have, as the overriding consideration, the reimbursement to the individual member of a total per diem entitlement approximately equal to that prescribed by paragraph U4105 of reference (a).

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a. Computation of Rate

(1) Deployed per diem allowances will be computed in such a way that their use will result in the individual member's total per diem entitlement being approximately the same as if determined using the procedures in paragraph U4105 of reference (a). These rates will be based on the prevailing per diem rates and will reflect the anticipated amount of field duty. The deployed per diem rate will reflect the requirement that enlisted UDP personnel are subsisted-in-kind instead of being paid the subsistence portion of the per diem allowance.

(2) BOQ/BEQ charges will not be considered in developing deployed per diem allowances. Reimbursement will be claimed on a NAVMC Form 11107 and paid under the provisions of reference (b).

(3) Surcharges for meals sold to officers will not be levied during actual periods of field duty, since periods of field duty were considered in establishing the deployed per diem rate. Meals sold to officer members during actual periods of field duty will be paid for, at the established rate, in cash or by pay checkage per reference (c).

(4) Reimbursement for occasional meals is not authorized. Unit messing is essential to training and readiness; accordingly, unit messing includes providing box lunches or combat rations when members of the unit are unable to subsist-in-kind at a dining facility.

b. Applicability

(1) Deployed per diem allowances will be paid in all WestPac locations where quarters and messing are available, to include periods of field duty. When members perform concurrent TAD away from the deployed unit, cite either the unit deployment appropriation or the local operations and maintenance appropriation. Any TAD in the performance of base or station commitments should be credited to local operations and maintenance appropriation, while operational and training requirements in support of the UDP will be covered by unit deployment appropriation data.

(2) Deployed per diem will not be paid when an individual is at sea, in the hospital, UA, confined, in the hands of civil authorities, at an alcohol/drug rehabilitation center for treatment, on leave, or in a group travel status, since reference (a) precludes any such per diem payment.

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(3) Members on PCS orders to WestPac who are attached to a deployed unit are not entitled to deployed per diem allowances. Since unit messing is considered essential, enlisted members attached to units participating in the UDP will be provided subsistence-in-kind.

c. Validation/Recomputation. Deployed per diem allowances will be validated semiannually to ensure that they are based on current WestPac per diem rates, that they reflect the anticipated amount of field duty of deployed units, and that their use approximates the individual entitlement per paragraph U4105 of reference (a). In addition to the semiannual validation, deployed per diem rates will be recomputed whenever a variation of plus or minus 10 percent of the rate occurs.

d. Implementation. Specific instructions for computing an individuals entitlement using deployed per diem allowances are contained in paragraph U4105 of reference (a). Rate changes will be issued via message.

6. Action

a. Commanders. Comply with references (b) through (e) pertaining to order writing, administration, and automated deployed per diem payment procedures. Within 30 days of the completion of deployment, provide the Commanding General, Fleet Marine Force, Pacific the data required by paragraph 6.c of this order.

b. Disbursing Officers. Comply with reference (b) to determine per diem entitlements, and reference (d) for BOQ/BEQ payment procedures for deployed personnel.

c. Commanding General, Fleet Marine Force, Pacific. Provide DFAS-KCC (DAPS-2) the following actual data on each unit deployment:

(1) Percentage of the entire deployment spent in garrison location.

(2) Percentage of the entire deployment spent in field duty.

(3) Percentage of the entire deployment not eligible for per diem (at sea, in hospital, UA, individual travel, etc.).

(4) Availability of quarters and messing at each garrison location.

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7. Reserve Applicability. This Order does not apply to the Marine Corps Reserve.

A handwritten signature in cursive script, appearing to read "E T Comstock".

E. T. COMSTOCK
Fiscal Director
of the Marine Corps

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